

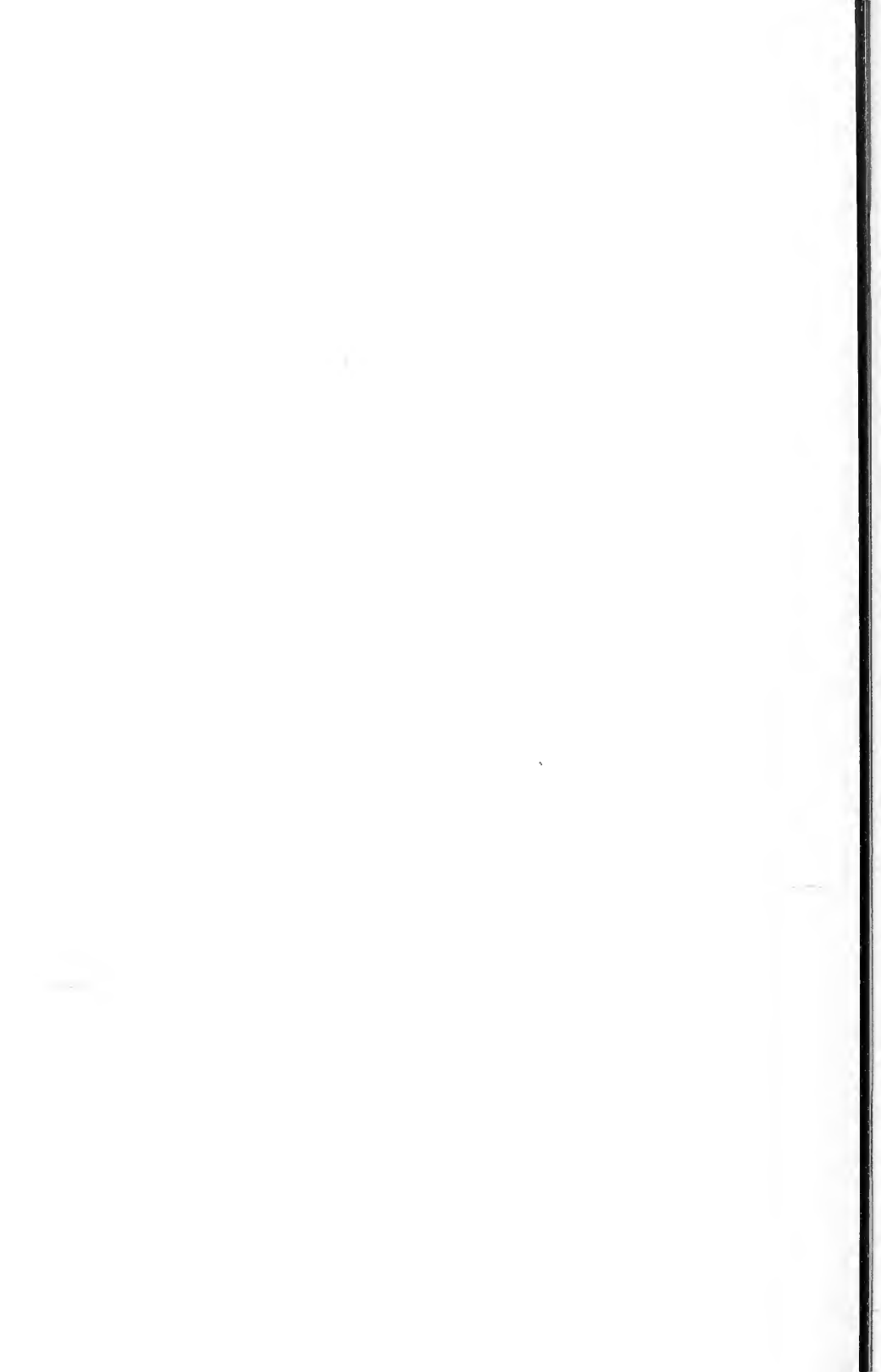
LEVI'S

Anderson College
Men's
Residential
Living
Handbook
1976-77



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Residential Living Staff

The Department of Residential Living is responsible for the operations and programs in all residence halls. Many constitute this staff, and all dedicate themselves to assisting the students in creating a positive educational living experience.

Assistant Dean of Student Development Ms. Carol Willis-Ext. 211

The Assistant Dean of Student Development is responsible for administering the overall housing program for both men and women. She and her staff are in charge of such things as roommate assignments, residence hall programs, care and maintenance of residence halls, and communications.

Director of Men's Residential Living Mr. Charles Lawson

The Director of Men's Residential Living is responsible for developing and maintaining a comfortable, safe, attractive environment where men students can develop mentally, physically, socially, and spiritually. Mr. Lawson's office is located in the second floor lounge of Lawton.

Resident Advisors

Bobby Beville
Rick Branham
Johnny Phillips

Resident Advisors are staff members who live in college housing. They are available when students have questions, personal problems, emergencies, or just need to talk to a friend. They are responsible for interpreting and maintaining the housing policies and procedures.

Resident Assistants

Eddie Baxter 109L
Mike Hammonds 215L
Tommy Hellams 306L
Milton Hickman 101S
Cecil Kight 201L
Keith Walker 201N

The Resident Assistants are student leaders who are available to help and guide their peers in developing a good community living situation. Students should contact their Resident Assistant for:

1. Maintenance problems
2. Medical problems after Health Center hours
3. Personal problems
4. General information or referral to available resources
5. Ideas on developing a better residence hall program

Orientation

Orientation is a most important time for all new students. The main objective of the orientation program is to familiarize you with Anderson College. During this time you will meet various student leaders, administrators, faculty members, and staff personnel who want you to have an enjoyable experience at AC and are willing to help you in pursuing this goal.

During the summer you will receive the Anderson College Student Handbook. Be sure to read this carefully before coming to school in August. It should answer many questions that you already may have.

Most importantly, please enjoy yourself during orientation. It is a fun, exciting time for all!

Residence Hall Life

All students except those who are 1) married, 2) veterans of more than 120 consecutive days of military duty, 3) living at home with their parents, or 4) 21 years of age or over are required to live in one of the college residence halls.

Learning to live in a residence hall is one of the first experiences you will face in college - it can be one of the most enjoyable. Living among boys from many different backgrounds is quite interesting and educational.

Your Roommate

Now for the most important article in your room - your roommate. Roommates are carefully selected, and most are compatible. During July you will receive the name and address of your roommate. This gives you ample time to write and get to know each other a little before school begins. Also, this gives roommates a chance to discuss what each will bring for the room to avoid duplication. Living with a roommate in a residence hall is definitely an educational experience in interpersonal relationships. If any conflicts should arise that you don't feel you can handle by yourself, any member of the Residential Living Staff is willing to help you.

Your Room

You will find that each room is equipped with two beds, two dressers, two desk and chairs, and venetian blinds. All rooms are air conditioned. You will have to share a bathroom with your suite-mates. The size of the rooms in North and South Rouse is 12' x 14', and Lawton Hall is 13' x 15'9". Each room has one window. The rooms in Lawton Hall are carpeted. Students in North and South Rouse may be interested in bringing a rug from home.

Clothes

You'll discover that the closet space in the residence hall is limited. Therefore, in order to save space, you should wait until after Thanksgiving to bring your heavy winter clothes. Many students bring under-the-bed storage chests to keep shoes or extra clothes. Most students sense how to dress appropriately for the occasion. Dressing for comfort seems to be the rule. It is advisable to bring some dress clothes for such occasions as the President's Reception during orientation week.

Procedure for Roommate Changes

It is natural for some conflicts to arise in any close relationship. In fact, by facing these problems and working towards a solution that creates a more pleasant situation for all, the roommates will grow. Therefore, the Residential Living Staff feels that a certain amount of conflict in a rooming situation is healthy as long as each roommate attempts to resolve the problem in a positive way. There will be some situations where the roommates may never be happy together no matter how much they try. Under such circumstances they must contact Mr. Lawson, the Director of Men's Residential Living, who will make a roommate change whenever possible. No room changes are to be made without the consent of Mr. Lawson.

Telephones

There are school telephones in addition to pay telephones in each residence hall. If a student wishes to have a private telephone in his room, he may do so. The student may make arrangements by contacting the local Southern Bell office. The student is responsible for his own installation cost, monthly bills, and long distance calls.

The pay phone numbers in the residence halls are:

Lawton Hall (First Floor)	5-9318
Lawton Hall (Second Floor)	5-9364
Lawton Hall (Third Floor)	5-9577
Rouse Hall (North)	5-9434
Rouse Hall (South)	5-9485
Gym Basement	5-9532

Inspection Procedures

Students are expected to maintain their rooms and bathrooms in a decent and orderly fashion. A walk-through inspection of rooms will be made once a week. The day and time will be announced in advance. Room inspections are carried out by the Resident Assistants or Director of Men's Residential Living.

Search and Seizure Policy

1. Anderson College seeks to give every student the right of privacy against arbitrary and unnecessary intrusion into his private life.
2. A search of a student's room may be made by an official of Anderson College with a written search warrant from the Dean of Student Development or Assistant Dean of Student Development in emergency cases, as long as there is "reasonable cause to believe" an unlawful activity or contraband is in the room. A search may be made without a warrant.
3. Any time it is necessary for local law enforcement personnel to enter a student's room a search warrant must be presented.
4. The college official conducting a search shall be accompanied by at least one witness.

5. At least one roommate shall be in the room when a search is made.
6. If the search reveals an unlawful activity or contraband, the college official making the search shall present to a resident of the room and a witness a statement and/or itemized list of the activity or contraband. A resident of the room and a witness are required to sign the statement or list, not as an admission of guilt, but to attest to what is being seized.
7. In the event that disciplinary proceedings are brought against a student as a result of the search and subsequent seizure, due process will be given the student as stated in the Student Government Association Constitution and Committee pamphlet under "Disciplinary Procedures."

Breakage Fees

A deposit of \$35 is required of all students living in the residence halls. This fee constitutes a damage-loss deposit and will be refunded, less deductions, at the end of the year.

Damages

1. Students are responsible for any damages to their rooms or the furnishings of their room. The college will charge the damage to the student occupying the room or the student responsible.
2. Do not write on the walls or furnishings. Marring of the building or furnishings will be paid for by the guilty person. No nails, thumbtacks, or staples will be used in the walls. No scotch tape is to be used on walls or woodwork. Use Only masking tape which is available in the bookstore.

3. All property of the college is inventoried. The student is responsible for the furniture in his room. No furniture may be removed from the room under any circumstances without permission from the Director of Men's Residential Living.
4. If individual damage is non-determinable, damages will be prorated to all students.

Replacement Costs

Bed frames	\$40	Door (main)	\$45
Box springs	40	Door (closet)	20
Mattress	40	Light fixtures	20
Ceiling tile	2.50	(room)	
(each section)		Venetian blinds	15
Chair	15	Window pane	.85
Chest of Drawers	50	Window screen	3.50
Desk	45	Locks	40
Door (bathroom)	40	Hollywood bed frame	15

The prices listed above are based on cost figures quoted as of June, 1976. Replacement prices could be higher due to a rise in the cost of material. The costs listed above do not include labor which will be added to the cost of replacing or repairing.

Holidays

All residence halls are closed during official college holidays and at the end of each semester and summer school. Students are to leave campus by 4:00 p.m. of closing date and return to the halls no earlier than 3:00 p.m. on the announced opening date. Students are to vacate their residence halls within 24 hours of their last examination.

Residence Hall Responsibilities

Living in the residence hall can be quite different from living at home. Consideration for others is the keynote to responsible residence hall life. The pursuit for academic excellence is one of the main purposes of college. Therefore, quiet hours in the evening are encouraged to help the students develop good study habits.

1. Reasonable quiet is expected on the halls at all times. Absolute quiet is expected after midnight.
2. Do not hesitate to request someone to be quiet, and do not be offended if someone asks this of you.
3. Televisions, radios, typewriters, etc. should not be so loud that they disturb other residents. Music is too loud if it can be heard outside the room.
4. Cocking is not allowed in the residence hall rooms because of fire, health, and sanitation regulations.
5. Small compact refrigerators are allowed. There is a charge of \$3.00 per semester or \$6.00 per year. This is to help defray the electrical use. All refrigerators must be registered with the Director of Men's Residential Living.
6. Pets are not allowed in the residence hall.
7. You are responsible for notices in the Campus News (a weekly bulletin from the Student Development Office) and the bulletin boards. School regulations are in effect from the time you assume residence in your residence hall until you terminate your residence at the end of the school year. Any rule changes will be published in the Campus News.

8. Residence hall meetings are scheduled periodically to bring important information to you. You are required to attend these meetings.
9. You should respect the property of the college and residents and display standards of conduct which reflect consideration for members of the AC community.
10. Students who violate these standards or infringe on the rights of other residents may be subject to disciplinary action.

Penalties

The rules that exist in the residence halls are for the students' protection and should be respected as such. Residents who fail to comply with these rules and regulations are subject to a penalty determined by the Men's Residence Hall Council. Appeals for penalties may be taken to the Assistant Dean of Student Development.

Lounges

There are attractive lounges for your use. They are equipped with chairs, sofas, and study tables. The lounges are located throughout the residence halls. North and South Rouse have a lounge on the first floor. Lawton has one on each of its three floors. The lounge on the first floor is also equipped with a television for use by students in all three men's residence halls.

Study Areas

Lounges are also used as study areas in addition to the Johnston Memorial Library. Library hours are:

Monday-Thursday	8:00 a.m. - 10:00 p.m.
Friday	8:00 a.m. - 4:00 p.m.
Saturday	1:00 p.m. - 4:00 p.m.
Sunday	Closed

Laundry Facilities

There are three coin operated washers and dryers in the basement of North Rouse. The cost is 25¢ for washers and 10¢ for dryers. Ironing boards are furnished in the laundry room, but students must furnish their own iron.

An optional weekly linen service is available at a rate of \$18 per semester. Each week the service provides two sheets, one pillow case, and three medium sized towels. Linen lockers are located in the storage room of Lawton. This room is on the first floor of Lawton facing the back of South Rouse.

Fire Drills

There are several fire drills during the year. As soon as you hear a fire alarm, you immediately should:

- a. Close your windows.
- b. Take a towel.
- c. Leave the room. Shut the door behind you. Your hall representative and/or Resident Assistant will check the residence hall to see that everyone is out of his room.
- d. Proceed in a quiet and orderly manner through an assigned exit to a safe distance from the building.
- e. Do not re-enter the building until you are told to do so by a member of the Residence Hall Staff.

False Fire Alarms

Students are reminded that pulling a false fire alarm is cause for legal action as well as suspension from college.

Motorized Vehicles

All motorized vehicles must be registered in the Student Development Office and a registration decal displayed on the left rear bumper.

Motorized vehicles and bicycles are not allowed within the buildings. Racks are provided for bicycles outside each building.

Campus Security

Anderson College hires the services of a private security company for the protection of students and college property. You can help with security by developing the habit of always locking your room and car. Anderson College cannot assume any responsibility in the event of theft in your room or car. You should check to make sure that your television, stereo, etc. are covered under your parents' homeowners insurance policy prior to bringing them to campus. You should record the serial number of items that have them.

Visitation Regulations

A resident who wishes to have an overnight weekend guest should:

1. Receive permission from Mr. Lawson, the Director of Men's Residential Living, for housing clearance in advance. Overnight guests are permitted Friday and Saturday nights only.
2. Linens are to be provided by the host who will accept responsibility for his guest on the campus. Guests must comply with all college regulations.

3. Students must be on campus to be responsible for their guests.

4. All visitors who are not overnight guests must leave the campus by midnight Sunday through Thursday and by 1:00 a.m. Friday and Saturday nights.

Useful Items to Bring

1. Bed rest study pillow
2. Laundry bag
3. Alarm clock
4. Iron
5. Extension cord and 3-way plug
6. Coat hangers
7. Desk lamp and reading lamp for bed
8. Bulletin board
9. Sewing kit and scissors

Getting to Know Day Students

Through your classes you should not only make friends with the resident students but also with the commuters. Anderson College has many commuters, and it is very important that they feel a part of the college. Often commuters feel alienated from the college because they do not live on campus and have a lot of opportunity to participate in campus activities. Therefore, resident students are encouraged to get to know the commuters and invite them to participate in campus activities.

Marriages

Any student who changes his status through marriage is expected to notify the Student Development Office prior to the event. Married students are not permitted to live in the residence halls.

Dining on Campus

The Dining Room serves three meals a day according to the following schedule:

Monday - Friday

7:00 - 8:30	Breakfast
8:30 - 9:00	Continental Breakfast
11:00 - 1:40	Lunch
4:40 - 6:15	Supper

Saturday and Sunday

8:00 - 8:45	Breakfast
12:00 - 1:00	Lunch
5:00 - 6:00	Supper

The canteen is open Monday through Friday to serve breakfast, sandwiches, salads, ice cream, etc.

There are drink and snack machines in all residence halls.

Health Center Regulations

1. Rice Health Center is open, with a nurse on duty, from 1:00 p.m.-9:00 p.m. Monday-Thursday and 1:00 p.m.-6:30 p.m. Friday.
2. Some regular weekend hours will be observed by the nurse, and at other times she will be on call.
3. A college doctor will be in the Health Center Monday-Friday from 5:30 p.m.-6:30 p.m.
4. An appointment to see the doctor must be made through the nurse.

- 6 In case of an athletic or intramural accident, a coach or the Director of Intramurals may take a person directly to the hospital for emergency treatment.
- 7 If a doctor recommends a person be quarantined, the parents will be notified immediately. Parents will be encouraged to take the student home for convalescence if the student lives close enough to the college so as not to cause a hardship on the parent or student. Students who live too far away will be taken care of in the Health Center.
- 8 A student who sees the college doctor on campus will not be billed for the doctor's services. However, if a doctor sees a student away from the campus, the student's parents will be billed unless the doctor's services are covered under the student accident insurance plan.
- 9 Prescriptions called in by the doctor will be delivered to the Health Center. A student must pay for the prescription when it is delivered.

Campus Behavior

All students should realize that their own behavior reflects on Anderson College. Therefore, they should strive to always act in a self-disciplined, Christian manner. Especially those who choose to dance on the front lawn of the campus should realize that there are some things that are acceptable in private but not in public.



